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THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicants: Min Zhu, Bin Zhao and Shi Yan  
Assignee: WebEx Communications, Inc.  
Title: Fault-Tolerant Distributed System For Collaborative Computing  
Serial No.: 09/751,807 Filing Date: December 29, 2000  
Examiner: Unassigned Group Art Unit: Unassigned  
Docket No.: M-8855 US

San Jose, California  
August 16, 2001

BOX MISSING PARTS  
COMMISSIONER FOR PATENTS  
Washington, D.C. 20231

RESPONSE TO NOTICE TO FILE MISSING PARTS OF  
NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

Dear Sir:

In response to the Notice to File Missing Parts of Nonprovisional Application Filed Under 37 CFR 1.53(b) *Filing Date Granted* mailed by the United States Patent and Trademark Office on July 24, 2001, the following documents are enclosed to complete the filing of the above-identified patent application:

1. A declaration signed by the inventors in compliance with 37 CFR 1.63;
2. Response to File Substitute Drawings of NonProvisional Application;
3. Formal Drawings (27 sheets); and
4. Copy of Notice to File Missing Parts of Nonprovisional Application.

The United States Patent and Trademark Office is hereby authorized to charge the following fees to Deposit Account No. 19-2386:

LAW OFFICES OF  
SKJERNEN MORRILL  
McPHERSON LLP

25 METRO DRIVE  
SUITE 700  
SAN JOSE, CA 95110  
(408) 453-9200  
FAX (408) 453-7979

1. Surcharge for filing declaration on a date later than the filing date of the application. \$130.00
2. TOTAL FEES: \$ 130.00

The Commissioner is hereby authorized to charge any additional fees, which may be required, or credit any overpayment to Deposit Account No. 19-2386.

It is hereby respectfully submitted that the enclosed documents complete the filing of the above patent application and justify the filing date of December 29, 2000. Please telephone the undersigned at (408) 453-9200, if there are any questions. This form is being submitted in duplicate.

EXPRESS MAIL LABEL NO:

EL 901 563 210 US

Respectfully submitted,



Fabio E. Marino  
Attorney for Applicants  
Reg. No. 43,339

LAW OFFICES OF  
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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicants: Min Zhu, Bin Zhao and Shi Yan  
Assignee: WebEx Communications, Inc.  
Title: Fault-Tolerant Distributed System For Collaborative Computing  
Serial No.: 09/751,807 Filing Date: December 29, 2000  
Examiner: Unassigned Group Art Unit: Unassigned  
Docket No.: M-8855 US

San Jose, California  
August 15, 2001

Box MISSING PARTS  
Attn: Official Draftsperson  
COMMISSIONER FOR PATENTS  
Washington, D. C. 20231

**RESPONSE TO FILE SUBSTITUTE DRAWINGS OF  
NONPROVISIONAL APPLICATION**


Dear Sir:

In Response to the Notice To File Missing Parts Of NonProvisional Application dated July 24, 2001, Applicants submit twenty-seven (27) sheets of formal substitute drawings, consisting of Figures 1A, 1B 2A, 2B, 3, 4A, 4B, 4C, 5, 6, 7, 8, 9, 10, 11, 12, 13A, 13B, 13C, 14, 15, 16A, 16B, 17, 18A, 18B, 18C1, 18C2, 18C3, 19A, 19B, 20A, 20B, and 20C, in the above-named application. If there are any questions regarding these drawings, please call the undersigned at (408) 453-9200.

EXPRESS MAIL LABEL NO:

EL 901 563 210 US

Respectfully submitted,

  
Fabio E. Marino  
Attorney for Applicants  
Reg. No. 43,339

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UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/751,807	12/29/2000	Min Zhu	M-8855 US

CONFIRMATION NO. 5221

## FORMALITIES LETTER



\*OC000000006325024\*

SKJERVEN MORRILL MACPHERSON  
Suite 700  
25 Metro Drive  
San Jose, CA 95110

Date Mailed: 07/24/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

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*A copy of this notice **MUST** be returned with the reply.*

  
Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

703 308 1202